

PURCHASE ORDER _____
REFERENCE XMVE02

*****ALL STUDENTS WILL BE REQUIRED TO COMPLETE THIS
ACKNOWLEDGMENT PRIOR TO PERFORMING AS A GOVERNMENT
CONTRACTOR*****

Student Acknowledgment of Special Terms

The student contractor acknowledges that he/she fully understands and accepts the following special terms of this order:

- A. The U.S. Government will be responsible under the provisions of Chapter 81 of Title 5, United States Code for compensating the student in the same manner as a federal employee for any injury suffered while performing services under this order.
- B. The student is protected from personal common-law tort liability for damages to third persons arising out of his/her work under this order under the same broad based immunity provided to federal employees under the Federal Tort Claims Act [28 U.S.C. 2671 et seq., 28 U.S.C. 2401(b) and 28 U.S.C. 1346(b)] as implemented in 43 Code of Federal Regulations, Part 22 Subpart B. This protection does not apply to claims brought against the student for money damages for a violation of the Constitution or for violation of a statute of the United States under which such action against an individual is otherwise authorized, and will not apply to damages that are the result of unauthorized or expressly prohibited actions or gross negligence on his/her part.
- C. For all other legal and tax purposes, the student is regarded as an independent contractor.
- D. Payments for services performed under this order are reportable and taxable as earned income.
 - 1. Federal, State or local income taxes will *not* be deducted by EPA from payments made under this order. The student is responsible for payment of all federal, state and local taxes required as a result of income received under this order.
 - 2. No Social Security (FCIA) or Medicare taxes will be deducted by EPA from payments made under this order. As a self-employed individual, the student is responsible for payment of all such taxes on income received under this order.
 - 3. EPA's Office of Chief Financial Officer will report the total amount paid under this order to the U.S. Internal Revenue Service on a Standard Form 1099 at the end of the calendar year. The student is not considered an employee and will not receive a W-2 form.
- E. In order for EPA to process payment to the student, the student must have a checking or savings account at a financial institution that will accept direct deposits of Federal funds.
- F. The student will be issued a building pass (ID card) and/or parking permit. These items must be returned to EPA at the completion of the order. Prior to obtaining a building pass, the student is required to undergo a background check and suitability determination. If a background check reveals information that the student represents a risk to the interest of the EPA, then the Purchase Order may be terminated.
- G. If the student will be given access to EPA computers, he/she will be required to complete computer security awareness training and to comply with the EPA Policies for Information Resources Management. Irresponsible use of network passwords or other unacceptable security violations may result in termination of this order.
- H. Each student should avoid any outside activity or employment that creates a real or apparent

conflict with his/her EPA work assignment. When there is doubt about the propriety of outside activities or employment, the student should consult with his/her mentor. Students will observe regulations governing conflict of interest, standards of ethical conduct, lobbying and soliciting funds, and gifts from outside sources, in the same manner as “special employees”. Student contractors are not subject to financial disclosure requirements or post-employment restrictions which apply to federal employees.

I. Vaccinations and Immunizations

1. Before beginning certain types of work, the student may be offered non-mandatory vaccinations, immunizations, or treatments as specified in the Statement of Work attached to this purchase order. The purpose of the vaccinations, immunizations, or treatments is to safeguard the health of those whose work may expose them to health risks in the environment.
 - EPA will bear all costs for the administration of the offered vaccinations, immunizations, or treatments, provided that the student receives such treatment at the time and location designated by the mentor.
 - Students electing to receive vaccinations, immunizations, or treatments from sources other than those designated by the mentor will not be reimbursed for any costs associated with such treatment.
2. Students that elect not to receive vaccinations, immunizations, or treatments from either the Government or a private source will be required to sign a form letter acknowledging that they have declined the offered treatment. A student who declines the immunizations will not be covered by the Government for costs of treating illnesses that could have been avoided by taking the recommended immunization therapy, unless the student provides written documentation from a physician certifying to the student’s intolerance of the immunization drugs.
3. Students who have already received vaccinations, immunizations, or treatments suggested by the Statement of Work may provide copies of shot records or other evidence acceptable to the mentor in lieu of receiving a new round of treatment or signing the declination letter. The mentor is to retain copies of such evidence in the files related to the student’s work.

- J. Except for extending coverage under items A & B above, the student is not, for any other purpose considered to be a Federal employee and no rights or benefits as such will accrue to the student.

(Printed name): _____

(Signature): _____

Date: _____